



**DEPARTMENT OF THE ARMY**  
**HEADQUARTERS, 130<sup>th</sup> ENGINEER BRIGADE**  
**UNIT 20193 BOX 0044**  
**APO AE 09165-0044**

REPLY TO  
ATTENTION OF

AETV-EB-CDR (621-5a)

13 June 2002

**MEMORANDUM FOR SEE DISTRIBUTION**

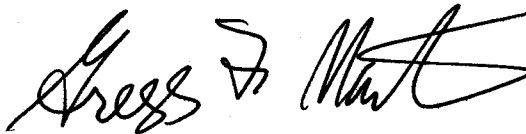
**SUBJECT: 130<sup>th</sup> Engineer Brigade Policy Letter # 11 – 130<sup>th</sup> Engineer Brigade Retention Incentive/Awards Program**

1. **PURPOSE:** This program is designed to recognize and award soldiers who reenlist, and personnel who contribute to the success of the Brigade Retention Program. The program will also aid subordinate commanders in retaining quality soldiers and assist in achieving all assigned objectives.
2. **Awards.** The purpose of the awards program is to recognize the achievement of reenlistment objectives.
  - a. **Determination and presentation of the Brigade Commander's Quarterly Retention Awards.**
    - (1) To be eligible for the quarterly award a unit must achieve 100% of their assigned objectives in all categories (initial, mid and career).
    - (2) A plaque will be presented to the commander and Career Counselor/Reenlistment NCO of the unit.
    - (3) Each Battalion level Career Counselor/Reenlistment NCO and separate company reenlistment NCO who accomplishes 100% of their assigned objective will receive a Brigade Certificate of Achievement.
  - b. **Determination and presentation of the Brigade Commander's Yearly Retention Award.**
    - (1) To be eligible for the annual award a unit must achieve 100% of their assigned objective in all categories.
    - (2) A trophy will be presented to the commander of each unit that meets the award criteria.
    - (3) Each battalion level and separate level Career Counselor/Reenlistment NCO who Accomplishes 100% of their assigned objective will receive a plaque.

AETV-EB-CDR

3. Point of contact is MSG Gregory at DSN 322-9018.

4. SAPPERS IN!

A handwritten signature in black ink, appearing to read "Gregg F. Martin", with a long horizontal flourish extending to the right.

GREGG F. MARTIN  
COL, EN  
Commanding

DISTRIBUTION:

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